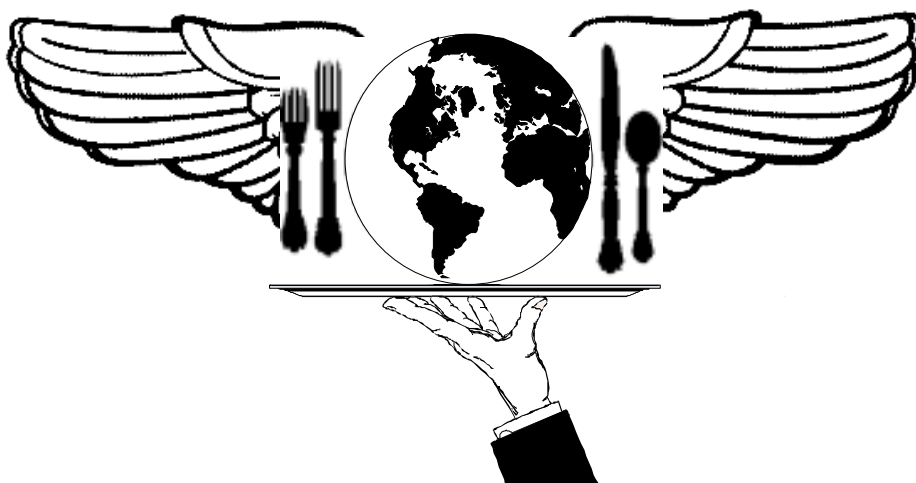


DEPARTMENT OF THE AIR FORCE  
Headquarters, United States Air Force  
Washington, DC 20330-1480

CFETP 1A6X1  
Parts I-II  
October 2000

## **AFSC 1A6X1 FLIGHT ATTENDANT**



## **CAREER FIELD EDUCATION AND TRAINING PLAN (CFETP)**

**CAREER FIELD EDUCATION AND TRAINING PLAN  
FLIGHT ATTENDANT  
AFSC 1A6X1**

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**FLIGHT ATTENDANT  
AFSC 1A6X1  
CAREER FIELD EDUCATION AND TRAINING PLAN**

**PART I**

***Preface***

1. This Career Field Education and Training Plan (CFETP) is a comprehensive education and training document that identifies life-cycle education and training requirements, training support resources, and minimum core task requirements for this specialty. The CFETP will provide personnel a clear career path to success and instills rigor in all aspects of career field training.
2. The CFETP consists of two parts; both parts of the plan are used by supervisors to plan, manage, and control training within the career field.
  - 2.1 Part I provides information necessary for overall management of the specialty. Section A explains how everyone will use the plan; Section B identifies career progression information, duties and responsibilities, training strategies, and career field path; Section C associates each level with specialty qualifications (knowledge, education, training, and other); Section D indicates resource constraints. Some examples are funds, manpower, equipment, and facilities. Section E identifies transitional training guide requirements for SSgt through MSgt. Note: AFMAN 36-2108, *Airman Classification*, contains the specialty descriptions.
  - 2.2. Part II includes the following: Section A identifies the suggested Specialty Training Guide and includes duties, knowledge and tasks used as training standards to determine if airmen satisfy training requirements; Section B identifies a training course index supervisors can use to determine resources available to support training (included here are both mandatory and optional courses); Section C identifies MAJCOM unique requirements.
3. This CFETP is designed to ensure individuals in AFSC 1A6X1 receive comprehensive and effective training at the appropriate phases of their career. This plan will enable us to train today's work force for tomorrow's jobs. At unit level, supervisors and trainers use Part II to identify, plan, and conduct training commensurate with the overall goals of this plan.

## ***ABBREVIATIONS/TERMS EXPLAINED***

**Advanced Training (AT).** Formal course which provides individuals who are qualified in one or more positions of their Air Force Specialty (AFS) with additional skills and knowledge to enhance their expertise in the career field. Training is for selected career airmen at the advanced level of the AFS.

**Air Force Career Field Manager (AFCFM).** Individual appointed by Air Staff DCS's to manage education, training, and resources for a specific career field(s).

**Cockpit/Crew Resource Management (CRM).** The effective use of all available resources—people, weapon systems, facilities and equipment, and environment—by individuals or crews to safely and efficiently accomplish an assigned mission or task. The term “CRM” will be used to refer to the training program, objectives, and key skills directed to this end. MAJCOMs may implement their programs as either “cockpit” or “crew” resource management based on their respective missions.

**Basic Qualified FA (FT).** FA who has completed an initial evaluation, but is not yet fully mission qualified as a FA. This is sometimes referred to as second FA.

**Core Task.** A task AFCFMs identify as a minimum qualification requirement within an Air Force specialty or duty position.

**Enlisted Specialty Training (EST).** A mix of formal training (technical school) and informal training (on-the-job) to qualify and upgrade airmen in each skill level of a specialty.

**Exportable Training.** Additional training via computer assisted, paper text, interactive video, or other necessary means to supplement training.

**Evaluator FA (ET).** FA trained, qualified and certified to administer flight evaluations.

**First FA.** FA assigned to supervise a multiple FA crew. Directly responsible for customer satisfaction. Mission or higher qualified, or a student under direct supervision of an instructor FA.

**Flight Attendant (FA).** An aircrew member qualified in flight attendant duties.

**Instructor FA (IT).** FA trained, qualified and certified by the squadron commander as an instructor.

**Instructional System Development (ISD).** A deliberate and orderly, but flexible process for planning, developing, validating, implementing, and reviewing instructional programs. It ensures personnel are taught, in a cost efficient way, the knowledge and skills for successful job performance.

**Lead Command.** The lead command for this specialty is AMC. They are responsible for updating training requirements and coordinating changes to the CFETP.

**Mission Design Series (MDS).** A term used to identify an aircraft, e.g., C-32A, VC-25A, C-141B.

**Mission Ready (MR).** Term used to describe a crewmember that is fully qualified to perform duties in an aircraft.

**Mission Qualified FA (MT).** FA fully qualified to perform duties as a FA.

**On-the-Job Training (OJT).** Hands-on, over the shoulder training conducted to certify personnel in both upgrade and job qualification training.

**Phase I Initial Qualification Training (IQT).** An aircrew member engaged in training needed to qualify for basic aircrew duties in an assigned position for a specific aircraft, without regard for the unit's operational mission.

**Phase II Mission Qualification Training (MQT).** An aircrew member engaged in training needed to qualify in an assigned aircrew position to perform the command or unit operational mission.

**Phase III Continuation Training (CT).** An aircrew member engaged in training to maintain and develop a qualification required in Phase I or Phase II training. An aircrew member in Phase III training may be assigned Mission Ready (MR), Mission Capable (MC), or Basic Qualification (BQ) status.

**Qualification Training Package (QTP).** An instructional course designed for use at the unit to qualify, or aid qualification, in a duty position or program, or on a piece of equipment. It may be printed, computer based, or in other audiovisual media.

**Resource Constraints.** Resource deficiencies, such as money, facilities, time, manpower, and equipment that preclude desired training from being delivered.

**Standard.** An exact value, a physical entity, or an abstract concept, established and defined by authority, custom, or common consent to serve as a reference, model, or rule in measuring quantities or qualities, establishing practices or procedures, or evaluating results. A fixed quantity or quality.

**Total Force.** The collective components (active, reserve, guard, and civilian elements) of the United States Air Force.

**Unqualified FA (UT).** Student in upgrade training for FA duties, must be supervised by an instructor.

**Upgrade Training (UGT).** A mixture of mandatory courses, task qualification, and courses required for award of a higher qualification.

## ***Section A - General Information***

**1. Purpose.** This CFETP provides information necessary for the Air Force Career Field Manager (AFCFM), MAJCOM functional manager (MFM), commanders, training managers, supervisors, and trainers to plan, develop, manage, and conduct an effective and efficient career field training program. The plan outlines the training that individuals must receive in order to develop and progress throughout their career. For the purpose of this plan, training is divided into five areas: initial skills, qualification, upgrade, advanced, and proficiency. Initial skills training is the AFS specific training an individual receives upon retraining into this specialty for award of basic qualification. Qualification training is actual hands-on task performance training designed to qualify an airman in a specific duty position. Upgrade training identifies the mandatory courses, task qualification requirements, and course completion requirements for award of higher qualification levels. This training program occurs both during and after the upgrade process. It is designed to provide the performance skills and knowledge required to do the job. Advanced training is formal specialty training used for selected airmen. Proficiency training is additional training, either in-residence or exportable advanced training courses, or on-the-job training provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade. This CFETP has several purposes, some are:

1.1 Serves as a management tool to plan, manage, conduct, and evaluate a career field training program. Also, it is used to help supervisors identify training at the appropriate point in an individual's career.

1.2. Identifies task and knowledge training requirements for each skill level in this specialty and recommends education/training throughout each phase of an individual's career.

1.3. Lists training courses available in the specialty, identifies sources of training, and the training medium.

1.4. Identifies major resource constraints that impact full implementation of the desired specialty training program.

**2. Uses.** FMs and supervisors at all levels will use the plan to ensure comprehensive and cohesive training programs are available and/or instituted for each individual in the specialty.

2.1. AECT training personnel will develop and revise formal resident, non-resident, field and exportable training based on requirements established by users and documented in Part II of the CFETP. The lead command MFM will work with the AFCFM to develop acquisition strategies for obtaining resources needed to provide the identified training.

2.2. FMs will ensure their training programs complement the CFETP mandatory initial, upgrade and proficiency skill requirements. OJT, resident training, contract training, or exportable courses can satisfy identified requirements. MAJCOM-developed training to support this AFSC must be identified for inclusion in this plan and must not duplicate available training resources

2.3. Each individual will complete the mandatory training requirements specified in this plan. The list of courses in Part II will be used as a reference to support training.

2.4. Training Guides are developed by the functional managers, and/or unit training managers. Unit developed training guides will be provided to the functional manager for approval.

**3. Coordination and Approval.** The AFCFM is the approval authority. MAJCOM representatives and AETC training personnel will identify and coordinate on the career field training requirements. The lead command functional manager for this specialty will initiate an annual review of this document by AETC and MFMs to ensure currency and accuracy. Using the list of courses in Part II, they will standardize initial training and eliminate duplicate training. Applicable inputs/changes to this CFETP will be routed to the 89 OG/OGFA, 1240 Menoher Drive, Andrews AFB, MD 20762.

## ***Section B - Career Progression and Information***

### **4. Specialty Description**

**4.1. Specialty Summary.** Provides for safety of passengers. Plans, coordinates, and manages cabin duties. Performs aircrew functions. Manages flight attendant activities and related duties. Related DOD Occupational Subgroup: 050.

### **4.2. Duties and Responsibilities.**

4.2.1. Provides for passenger safety during aircraft operations. Demonstrates and maintains proficiency in emergency equipment use, emergency procedures and egress. Briefs passengers. Responsible for the orderly and expeditious evacuation of passengers and crew. Provides emergency medical assistance.

4.2.2. Performs preflight, through-flight, and post flight inspections of aircraft emergency, cabin and galley equipment. Operates aircraft systems and equipment; such as electrical, interphone, doors and exits. Responsible for cleanliness of aircraft interior away from home station.

4.2.3. Provides for passenger comfort during aircraft operations. Plans all menus and coordinates meal requirements. Purchases required foodstuffs and supplies to serve meals and beverages. Stores and preserves food items. Provides cabin service and monitors passengers in flight.

4.2.4. Supervises loading and off-loading of aircraft. Validates passenger manifest. Performs passenger and baggage inspections. Supervises loading and unloading of baggage. Applies restraint devices such as straps and nets to prevent shifting during flight. Ensures access to escape exits.

4.2.5. Prepares and checks forms, records and documents. Prepares records and documents including cash collection forms. Provides guidance on foreign clearance requirements; such as immunizations, customs and courtesies, entry and departure procedures and necessary documentation. Prepares aircraft border clearance forms and assists passengers and crew with individual clearance requirements. Inventories supplies and equipment.

4.2.6. Manages flight attendant activities. Administers qualification flights for flight attendant duties. Discusses findings and recommends corrective action. Coordinates flight attendant activities. Resolves operational problems.

**5. Skill/Career Progression.** Adequate training and timely progression from the apprentice to the superintendent skill level plays an extremely important role in the Air Force's ability to accomplish its mission. Therefore, it is essential that everyone involved in training do their part to plan, develop, manage, conduct and evaluate an effective and efficient training program. The guidance provided in this part of the CFETP will ensure individuals receive viable training at the appropriate points in their career. The following narrative and the AFSC 1A6X1 career field flow charts identify the training career path. They define the training required in an individual's career.

**5.1. Apprentice (3) Level.** Completion of the Enlisted Aircrew Undergraduate Course (J3AQR1A611 000) at Sheppard AFB, TX and Basic Combat and Water Survival Training (SV-80, 90A) at Fairchild AFB, WA are mandatory for non-aviation service retraining students. Successful completion of the 3-level awarding course (basic flight attendant course) is mandatory for award of the 1A631 AFSC. Initial skills training requirements are identified in the 1A6X1 STS and CDC task and knowledge requirements and will be completed at the basic flight attendant 3-level awarding course. Tasks and knowledge training requirements are identified in the specialty training standard, Part II, Section A.

**5.2. Journeyman (5) Level.** Upgrade training to the 5-skill level in this specialty consists of tasks and knowledge training provided in Career Development Course (CDC) 1A651, having three months on-the-job experience as a 3-level before entering upgrade training, completion of 12 additional months in 5-level OJT, and graduation from Airman Leadership School.

5.3. **Craftsman (7) Level.** Upgrade training to the 7-skill level in this specialty consists of minimum rank of SSgt, and completion of 12 months in 7-level OJT.

5.4. **Superintendent (9) Level.** Entry into 9-skill level training is initiated when an individual possesses the 7-skill level, completes the Senior NCO Academy (in-residence course for active duty personnel, correspondence course for Guard personnel), and attains the rank of SMSgt.

**6. Training Decisions.** The CFETP encompasses an entire spectrum of training requirements for the FA specialty, using a building block approach (simple to complex). Included in the spectrum is the strategy of when, where and how to meet the training requirements. The strategy must be apparent and eliminate a disjointed approach to training. The following decisions were made at the specialty Utilization and Training Workshop held at MacDill AFB, 7-9 December 1999.

6.1. **Initial FA Training.** Initial physiological training will be conducted at the Enlisted Aircrew Undergraduate Course. As a part of the 3-level awarding course, all FAs will attend simulator-based egress training with a commercial contractor, establishing the baseline date for recurring simulator training. Initial culinary skills training will also be accomplished during the 3-level awarding course.

7. **Community College of the Air Force.** Enrollment in CCAF occurs upon completion of basic training. CCAF provides FA personnel the opportunity to obtain an Associate of Applied Science Degree. As a result of enlisted aviator career field alignment and classification, AFSC 1A6XX (Flight Attendant) became effective 31 October 2000. The 1A6 AFSC will be eligible for enrollment into the 99-01 Aviation Operations (4VCB) degree program after this date. AFSC 1A6X1 will replace SDI 8A000. Flight Attendants currently assigned special duty identifier 8A000 are eligible for the (1ATY) Transportation degree. CCAF cannot accept new enrollments in 1ATY for SDI 8A000 Flight Attendant personnel after 30 Oct 00. To accommodate students who enrolled in 1ATY before 31 Oct 00, and who want to continue this enrollment, they will be allowed to stay in 1ATY until they either complete their degree requirements, or reach their 6-year anniversary date. Once students change to 4VCB, whether by choice or because the 6-year enrollment in 1ATY has expired, they cannot go back to the old program. Furthermore, if a student earned a 1ATY Transportation degree in the 99-01 CCAF General Catalog based on the SDI 8A000, they are not eligible to enroll in the Aviation Operations degree program, which would be a duplicate degree. For further information concerning the Aviation Operations degree program please contact TSgt Trexler (DFAT2) at 493-5937.

7.1. **Occupational Instructor Certification.** Upon completion of instructor qualification training, consisting of the instructor methods course and supervised practice teaching, CCAF instructors who possess an associates degree or higher may be nominated by their school commander/commandant for certification as an occupational instructor.

7.2. **Trade Skill Certification.** When a CCAF student separates or retires, a trade skill certification is awarded for the primary occupational specialty. The college uses a competency based assessment process for trade skill certification at one of four proficiency levels: Apprentice, journeyman, Craftsman/Supervisor, or master Craftsman/Manager. All are transcribed on the CCAF transcript.

7.3. **Degree Requirements.** Once accepted into AFSC 1A6X1, you may register for a subsequent degree (if already awarded a CCAF degree in your previous AFSC) or change your degree program to the one designed for the 1A6X1 specialty.

Subject Area	Semester Hrs
Technical Education	24
Leadership, Management, and Military Studies	6
Physical Education	4
General Education	15
Program Elective	15
Total	64



**7.3.1. Technical Education** (24 semester hours): Twenty-four semester hours are required to fulfill the technical education requirement. Twelve semester hours must be applied from technical core courses with the remaining 12 applied from either technical core or technical elective courses. If you register for the Aircrew Operations degree after receiving a previous CCAF degree, you must earn and apply a minimum of 24 semester hours of unique (different) technical credit, 12 semester hours of which must be exempt from the 12 semester hour CCAF credit.

**7.3.1.2. Technical Core:**

<b>Subjects/Courses</b>	<b>Semester Hrs</b>
Flight Attendant Principles/Procedures	24
Aviation/flight Safety	6
CCAF Internship	16
Flight Rules and Regulations	3
Air Transportation Principles	6
Introduction to Aeronautics/Aviation	3
Survival Training	6

**7.3.1.3. Technical Electives:**

<b>Subjects/Courses</b>	<b>Semester Hrs</b>
Aerodynamics	3
Aircraft Systems	6
Aircraft Weight and Balance	3
Aviation Law	6
Climatology/Meteorology	6
Private/Commercial Pilots License	3
Computer Science	6
Electricity/Electronics	6
Enlisted Professional Military Education	12
Human Factors in Aviation/Flight Physiology	3
General Chemistry/Algebra-Based Physics	4
Human Relations	3

**7.3.2. Leadership, Management, and Military Studies** (6 Semester Hours): Professional military education and/or civilian management courses.

**7.3.3. Physical Education** (4 Semester Hours) This requirement is satisfied by completion of Basic Military Training. PHE 1000.

**7.3.4. General Education** (15 Semester Hours) Applicable courses must meet the criteria for application of courses to the General Education Requirement (GER) and be in agreement with the definitions of applicable general education subject/courses as provided in the CCAF general catalog.

Subject/Courses	Semester Hrs
Oral Communication	3
Speech	
Written Communication	3
English Composition	
Mathematics	3
Intermediate algebra or college-level mathematics course is required	
If an acceptable mathematics course is applied as a Technical or Program Elective	
A natural science course may be substituted for mathematics	
Social Science	3
Anthropology, Archaeology, Economics, Geography,	
Government, History, Political Science, Psychology, Sociology	
Humanities	3
Fine Arts (Criticism, Appreciation, Historical Significance), Foreign Language	
Literature, Philosophy, Religion	

**7.3.5. Program Elective** (15 Semester Hours): Satisfied with applicable technical education; leadership, management, and military studies; or general education subjects/courses, including natural science courses meeting GER application criteria and foreign language credit earned at the Defense Language Institute or through the Defense Language Proficiency Test. Six semester hours of CCAF degree-applicable technical credit otherwise not applicable to this program may be applied.

7.4. Additional off-duty education is a personal choice that is encouraged for all. Individuals desiring to become an Air Education and Training Command Instructor should be actively pursuing an associate's degree. A degreed faculty is necessary to maintain accreditation through the Southern Association of Colleges and Schools.

## **8. Career Field Flow Charts.**

Figure 1. Enlisted Education and Training Path

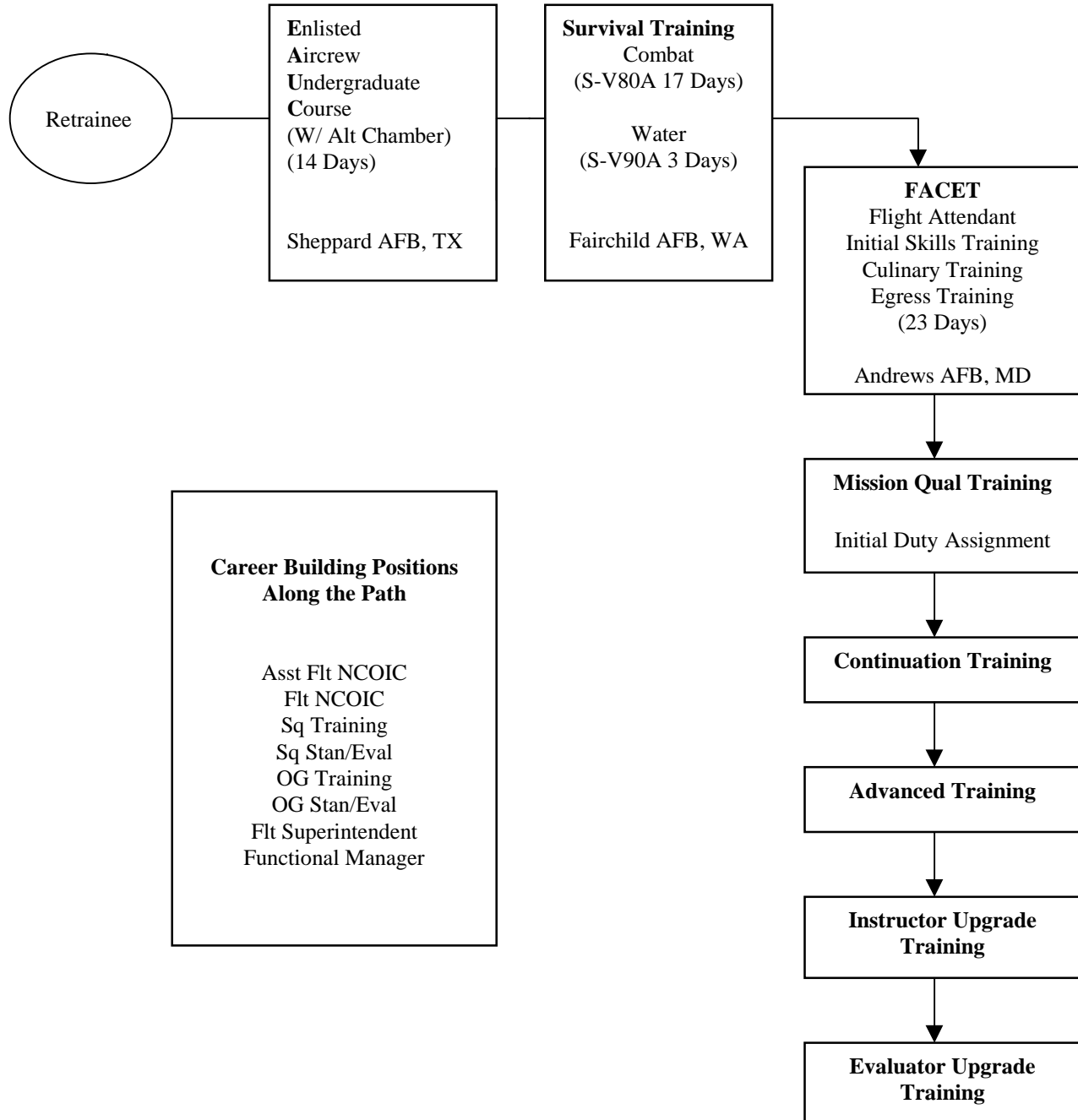
Figure 2. Flight Attendant Career Path

Figure 3. 1A6X1 Assignment Locations

<b>Figure 1. Enlisted Education and Training Path</b>				
<b>Education and Training Requirements</b>	<b>GRADE REQUIREMENTS</b>			
	Rank	Earliest Sew-on	Air Force Average Sew-on	High Year of Tenure (HYT)
<b>Basic Military Training School</b>				
<b>Apprentice Technical School (3-Skill Level)</b>	Amn A1C	6 months 16 months		
<b>Upgrade To Journeyman (5-Skill Level)</b> - Complete 3 months duty position and apprentice experience before beginning journeyman training. - Minimum 12 months on-the-job training. - Complete appropriate CDC. - Sew-on SrA for award of the 5-skill level.	SrA	28 months	3 years	10 years
<b>Airman Leadership School (ALS)</b> - Must be a SrA with 48 months time in service or be a SSgt selectee. - Resident graduation is a prerequisite for SSgt sew-on (Active Duty Only).				
<b>Upgrade To Craftsman (7-Skill Level)</b> - Minimum rank of SSgt select - 18 months OJT - Formal advanced skill training. - Must be 7-skill level for TSgt sew-on.	SSgt	3 years	7.5 years	20 years
<b>Noncommissioned Officer Academy (NCOA)</b> - Must be a TSgt or TSgt selectee. - Resident graduation is a prerequisite for MSgt sew-on (Active Duty Only).	TSgt	5 years	12.5 years	20 years
	MSgt	8 years	16 years	24 years
<b>USAF Senior NCO Academy (SNCOA)</b> - Must be a SMSgt or SMSgt selectee. - Resident graduation is a prerequisite for CMSgt sew-on (Active Duty Only).	SMSgt	11 years	19.2 years	26 years
<b>Upgrade To Superintendent (9-Skill Level)</b> - Minimum rank of SMSgt. - Must be a resident graduate of SNCOA (Active Duty Only).	CMSgt	14 years	21.5 years	30 years

**Figure 1**

## Flight Attendant Career Path



**Figure 2**

### 1A6X1 Assignment Locations

Location	CMS	SMS	MSG	TSG	SSG	SRA	MAJCOM	Aircraft
Andrews AFB MD	X	X	X	X	X	X	AMC	C-20B/C/H C-9C /C-25A C-137C C-32A / C37A
Chievres AB Belgium				X	X	X	USAFE	C-37A
Edwards AFB CA			X	X	X		AFMC	C-135C
Hickam AFB HI			X		X	X	PACAF	C-135E KC-135A
MacDill AFB FL		X		X	X	X	ELM AMC	EC-135Y/N CT-43A
Offutt AFB NE			X	X	X	X	ACC	E-4B
Ramstein AB Germany		X	X	X	X	X	USAFE	C-20A / C-9A
Yokota AB Japan			X		X		AMC	KC-10A C-141B

Figure 3

## ***Section C - Skill Level Training Requirements***

**9. Purpose.** Skill levels in this career field are defined in terms of task and knowledge requirements. This section outlines the specialty qualification requirements for each skill level in broad, general terms and establishes the mandatory requirements for entry, award and retention of each skill level. The specific task and knowledge training requirements are identified in the STS and the Course Index List at Part II, Section A and B of this CFETP.

### **10. Specialty Qualifications.**

#### **10.1. Apprentice Level Training:**

##### **10.1.1. Specialty Qualification.**

**10.1.1.1. Knowledge.** Knowledge is mandatory of normal and emergency aircraft procedures, emergency equipment location and use, first aid, galley equipment, food handling, dispensing food, and beverages aboard aircraft, customer service and relations, communications, technical publications and flying directives, border agency clearance. Completion of EAUC and the basic Flight Attendant Course satisfies this mandatory requirement.

**10.1.2. Education.** For entry into this specialty, completion of high school education with courses in home economics, customer service, and speech are desirable.

**10.1.3. Training.** Completion of EAUC, basic combat and water survival training, and the basic Flight Attendant Specialty course is mandatory for award of the 3-skill level.

**10.1.4. Other.** The following are mandatory for entry to the AFSC

**10.1.4.1.** Class III physical qualification for aircrew duty according to AFI 48-123, *Medical Examination Standard*, class III medical standards.

**10.1.4.2.** Eligibility for top secret security clearance according to AFI 31-501, *Personnel Security Management Program*.

**10.1.4.3.** Qualification for aviation service according to AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*.

**10.1.4.4.** ASVAB: Administrative 32.

**10.1.4.5.** SAT: Code G (40 lb.).

**10.1.4.6.** PULHES: Hearing 1.

**10.1.4.7.** Must be US citizen or US national.

**10.1.4.8.** Minimum age of 21.

**10.1.4.9.** The ability to speak clearly and distinctly.

**10.1.4.10.** Qualification to operate government vehicles according to AFI 24-301, *Vehicle Operations*.

**10.2. Training Sources/Resources.** The initial skill courses are focused to increase “hands-on” time with task performance as the learning foundation. Refer to Part II, Section B, Training Course Index.

**10.3. Implementation.** Entry into training is accomplished by approved retraining from any AFSC.

#### **10.4. Journeyman Level Training.**

#### 10.4.1. **Specialty Qualification.**

10.4.1.1. **Knowledge.** In addition to knowledge listed above, individual must demonstrate proficiency in mission planning, user coordination, fleet service coordination; meal planning, purchase and preparation; financial accountability and form completion; FA and mission supervision. Completion of qualification criteria in initially assigned aircraft is mandatory.

10.4.1.2.. **Education.** No additional requirements for entry into this qualification level.

10.4.1.3. **Training.** Completion of 1A651 CDCs is mandatory for award of the journeyman AFSC.

10.4.1.4. **Experience.** Qualification in and possession of AFSC 1A631. Individual must have three months on the job experience as a 3-level before entering upgrade training and complete 12 additional months in 5-level OJT. Experience in performing flight attendant duties is mandatory. Completion of qualification criteria in current assigned aircraft is also mandatory.

10.4.1.5. **Other.** The following are mandatory for retention of the AFSC

10.4.1.5.1 Class III physical qualification for aircrew duty according to AFI 48-123, *Medical Examination Standard*, class III medical standards.

10.4.1.5.2. Possession of top-secret security clearance according to AFI 31-501, *Personnel Security Management Program*.

10.4.1.5.3. Qualification for aviation service according to AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*.

10.4.2. **Training Sources/Resources.** Completion of 1A651 CDCs, Flight Attendant Specialty Journeyman, satisfies the knowledge and training requirements specified in the specialty qualification section (above) for award if the 5-skill level.

10.4.3. **Implementation.** Entry into OJT is accomplished after 3 months of on the job experience at first duty location.

#### 10.5. **Craftsman Level Training.**

##### 10.5.1. **Specialty Qualification.**

10.5.1.1. **Knowledge.** In addition to knowledge required for the 5-skill level and other qualifications as listed above, and individual must possess the knowledge and skills necessary to supervise personnel, and accomplish flight attendant duties.

10.5.1.2. **Education.** To assume the grades of SSgt and MSgt, individuals must be graduates of the Airman Leadership School (ALS) and the NCO Academy, respectively.

10.5.1.3. **Training.** The CSAF has approved a variance eliminating the requirement for in-residence, 7-skill level, training for all 1AXXX (Air Operations career field personnel).

10.5.1.4. **Experience.** Qualification in and possession of AFSC 1A651 and 12 months OJT.

10.5.1.5. **Other.** The following are mandatory for retention of the AFSC

10.5.1.5.1. Class III physical qualification for aircrew duty according to AFI 48-123, *Medical Examination Standard*, class III medical standards.

10.5.1.5.2. Possession of top secret security clearance according to AFI 31-501, *Personnel Security Management Program*.

10.5.1.5.3. Qualification for aviation service according to AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*.

10.5.2. **Training Sources/Resources.** The STS identifies the core tasks required for qualification in the individual's duty position.

10.5.3. **Implementation.** Entry into OJT is initiated when an individual has obtained the necessary rank (SSgt) and skill level.

## 10.6. Superintendent Level Training.

### 10.6.1. Specialty Qualification.

10.6.1.1. **Knowledge.** In addition to knowledge required for the 7-skill level qualification, an individual must possess advanced skills and knowledge of concepts and principles in the effective management of the flight attendant specialty.

10.6.1.2. **Education.** Completion of the USAF Senior NCO Academy (or sister service equivalent) in-residence for award of the 9-skill level. Completion of a Community College of the Air Force (CCAF) Associates degree in this field is desirable.

10.6.1.3. **Training.** Graduation from the SNCOA, or equivalent, and the rank of SMSgt is mandatory for the award of the 9-skill level AFSC, 1A691.

10.6.1.4. **Experience.** Qualification in and possession of AFSC 1A671. Experience in flight attendant supervisory and management functions is mandatory.

10.6.1.5. **Other.** The following are mandatory for retention of the AFSC

10.6.1.5.1. Class III physical qualification for aircrew duty according to AFI 48-123, *Medical Examination Standard*, class III medical standards.

10.6.1.5.2. Possession of top secret security clearance according to AFI 31-501, *Personnel Security Management Program*.

10.6.1.5.3. Qualification for aviation service according to AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*.

10.6.2. **Training Resources and Sources.** The STS identifies all tasks required for qualification in the individual's duty position. Upgrade and qualification training are provided by qualified trainers using available QTPs written for duty position, program to be managed, or equipment to be used. QTPs are Air Force publications and are mandatory for use when available for a duty position, program, or piece of equipment. They are obtained through normal publication channels in accordance with the procedures in AFIND 8. Procedures for requesting development of QTPs to support training is contained in AFIND 8. A list of training courses and QTPs is a Part II, Sections A and B, respectively, of this CFETP. Requests for qualified trainers should be directed to your base training manager.

10.6.3. **Implementation.** Entry into upgrade training is initiated when an individual possesses the 7-skill level and is in the grade of SMSgt. Qualification training is initiated anytime an individual is assigned duties they are not qualified to perform. All QTPs will be completed to be awarded the 9-skill level.



#### ***Section D - Resource Constraints***

**11. Purpose.** This section identifies known resource constraints which preclude optimal and desired training from being developed or conducted, including information such as cost and manpower. A narrative explanation of each resource constraint and an impact statement describing what effect each constraint has on training is included. Also included in this section are actions required, office of primary responsibility and target completion dates. Resource constraints will be as a minimum, reviewed and updated annually.

**12. Apprentice Level Training.** None identified.

**13. Journeyman Level Training.** None identified.

**14. Craftsman Level.** None identified.

**Section A - Specialty Training Standard (STS)**  
**Flight Attendant Specialty**

1. **Implementation.** This STS will be used for technical training provided by AETC for classes beginning in January 2001.
2. **Purpose.** As prescribed in AFI 36-2201, this STS:
  - 2.1. Lists in column 1 of attachment 2, the tasks, knowledge, and technical references (TR) necessary for airmen to perform in the 3-, 5-, and 7-skill level AFSC in the Flight Attendant Specialty ladder of the Aircrew Operations Career Field. These are based on an analysis of the duties listed in AFMAN 36-2108. *Items in column 1 with an asterisk (\*) are the tasks/knowledge items that are trained in the resident wartime course.* Column 2 identifies, by asterisk (\*), 5-skill level core tasks.
  - 2.2. Shows formal training and correspondence course requirements. Column 3 shows the proficiency to be demonstrated on the job by the graduate as a result of training (in course as described in AFCAT 36-2223) and the career knowledge provided by the correspondence course. There is no advanced course. See ECI/AFSC/CDC listing maintained by the unit education and training manager for current CDC listings.
  - 2.3. Provides certification for OJT. Column 4 is used to record completion of task and knowledge training requirements. Certification is accomplished as outlined in AFI 36-2201.
  - 2.4. **Qualitative Requirements.** Attachment 1 contains the proficiency code key used to indicate the level of training and knowledge provided by resident training and career development courses.
  - 2.5. Becomes a job qualification standard for on-the-job training and used according to AFI 36-2201. For OJT, the tasks in column 1 are trained and qualified to the go/no go level. Go means the individual can perform the task without assistance and meets local requirements for accuracy, timeliness, and correct use of procedures.
  - 2.6. Is a guide for development of promotion tests used in the Weighted Airmen Promotion System (WAPS). Specialty Knowledge Tests (SKTs) are developed at the USAF Occupational Measurement Squadron by senior NCOs with extensive practical experience in their career fields. The tests sample knowledge of STS subject matter areas judged by test development team members to be most appropriate for promotion to higher grades. Questions are based on study references listed in the WAPS study catalog. Individual responsibilities are in AFI 36-2605.
3. **Recommendations.** Report unsatisfactory performance of individual course graduates, using AF Form 1284 as prescribed in AFI 36-2605. Report inadequacies and suggested corrections to this STS through channels to 89 OG/OGFA, 1240 Menoher Drive, Andrews AFB MD 20762, referencing specific paragraphs.

BY ORDER OF THE SECRETARY OF THE AIR FORCE  
OFFICIAL

2 Attachments

1. Qualitative Requirements
2. Specialty Training Standard

<i>THIS BLOCK FOR IDENTIFICATION PURPOSES ONLY</i>		
NAME OF TRAINEE		
PRINTED NAME ( <i>Last, First Middle Initial</i> )	INITIALS ( <i>Written</i> )	SSAN
PRINTED NAME OF CERTIFYING OFFICIAL AND WRITTEN INITIALS		
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	

### QUALITATIVE REQUIREMENTS

PROFICIENCY CODE KEY		
	SCALE VALUE	DEFINITION: The Individual
TASK PERFORMANCE LEVELS	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (EXTREMELY LIMITED)
	2	Can do most parts of the task. Needs help only on hardest parts. (PARTIALLY PROFICIENT)
	3	Can do all parts of the task. Needs only a spot check of completed work. (COMPETENT)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (HIGHLY PROFICIENT)
*TASK KNOWLEDGE LEVELS	a	Can name parts, tools, and simple facts about the task. (NOMENCLATURE)
	b	Can determine step by step procedures for doing the task. (PROCEDURES)
	c	Can identify why and when the task must be done and why each step is needed. (OPERATING PRINCIPLES)
	d	Can predict, isolate, and resolve problems about the task. (ADVANCED THEORY)
**SUBJECT KNOWLEDGE LEVELS	A	Can identify basic facts and terms about the subject. (FACTS)
	B	Can identify relationship of basic facts and state general principles about the subject. (PRINCIPLES)
	C	Can analyze facts and principles and draw conclusions about the subject. (ANALYSIS)
	D	Can evaluate conditions and make proper decisions about the subject. (EVALUATION)
<p align="center"><b>EXPLANATIONS</b></p> <p>* A task knowledge scale value may be used alone or with a task performance scale value to define a level of knowledge for a specific task. (Examples: b and 1b)</p> <p>** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks.</p> <p>- This mark is used alone instead of a scale value to show that no proficiency training is provided in the course or CDC.</p> <p>x This mark is used alone in course columns to show that training is required but not given due to limitations in resources.</p>		

Users are responsible for annotating training references (TR) to identify current references pending STS revision

1.		2.	3.			4. CERTIFICATION OF OJT					
TASKS, KNOWLEDGE AND TECHNICAL REFERENCES		Core	Proficiency codes used to indicate Training / information provided								
		Task	A 3-Skill Level	B 5-Skill Level	C 7-Skill Level	A	B	C	D		
NOTE 1: All course requirements are trained in the 3-level resident wartime course.											
NOTE 2: Address comments and recommended changes through the MAJCOM Functional Managers to AMC/??? or (the AETC Training Manager,) DSN											
			(1) CRS	(2) CDC	(1) CRS	(2) CDC	(1) OJT	Start Date	Comp Date	Certify Official's Initials	Trainee's Initials
	<b>1. CAREER LADDER PROGRESSION</b> <b>TR: AFMAN 36-2108, AFI 36-2104, AFI 11-401</b>										
	1.1. Progression in AFSC 1A6X1		A			B					
	1.2. Duties of AFSC 1A631/51/71		A			B					
	<b>2. SECURITY</b> <b>TR: DODR 5200.1, AFIs 13-207, 10-1101, 31-401</b>										
	2.1. Communications Security (COMSEC) Relating to AFSC 1A6X1		A			B					
*	2.2. Operations Security (OPSEC) Relating to AFSC 1A6X1	*	A			B					
*	<b>3. AIR FORCE OCCUPATIONAL SAFETY AND HEALTH PROGRAM (AFOSH)</b> <b>TR: AFIs 91-301, -302</b>										
	3.1. Practice personal and equipment safety in work area		A			B					
	3.2. Observe Safety Precautions for:										
	3.2.1. High intensity sound		A			B					
	3.2.2. Engine air intake and exhaust		A			B					
	3.2.3. Propeller and turbine plane of rotation		A			B					
	3.2.4. Antenna radiation		A			B					
	3.2.5. Aircraft grounding/handling		A			B					
	3.2.6. Use Portable fire extinguisher use		1a			-					
	3.2.7. Electrical equipment/components		A			B					
	3.2.8 Foreign Object Damage (FOD)		A			B					
*	<b>4. PUBLICATIONS</b> <b>TR: AFI 37-160, T.O. 00-5-1, DODR 4500-32, Vol 1</b>										
	4.1. Locate information in Standard Publications and Specialized Publications applicable to Flight Attendant functions		2b			B					

1.		2.	3.				4. CERTIFICATION OF OJT			
			Proficiency codes used to indicate							
TASKS, KNOWLEDGE AND TECHNICAL REFERENCES		Core Task	Training / information provided				A	B	C	D
			A 3-Skill Level	B 5-Skill Level	C 7-Skill Level					
	4.2. Update and post changes to Technical Orders and Standard publications		2b		B					
	4.3. Use of Applicable Forms		1a		A					
	4.4 Use Flight Crew Information File		1a		B					
	<b>5. HAZARDOUS MATERIALS AND WASTE HANDLING ACCORDING TO ENVIRONMENTAL STANDARDS</b>  <b>TR: 29 CFR 1910.120, 1910.1200, EPA 40 CFR 311, NFPA 471,-472, AFJMAN 24-204, AMC Handbook 11-214</b>									
	5.1. Types of hazardous material/fluids		A		B					
	5.2. Handling procedures		A		B					
	5.3. Storage and labeling		-		-					
	5.4. Proper disposal		A		B					
	<b>6. TRAINING</b> <b>TR: AFIs 36-2202, -2204; AFMAN 36-2108, AFMAN 36-2247, CFETP, applicable MAJCOM Instructions</b>									
	6.1. OJT trainer requirements									
	6.1.1. Prepare teaching outlines or task breakdowns		-		-					
	6.1.2. Provide trainees theory and train on actual equipment		-		-					
	6.1.3. Provide feedback on training provided		-		-					
	6.2. OJT task certifier requirements									
	6.2.1. Develop methods of evaluation to determine trainee knowledge/qualification and training effectiveness		-		-					
	6.2.2. Use appropriate method of evaluation and effectively determine trainee's ability		-		-					
	6.2.3. Provide supervisor and trainer feedback on results of training provided and trainee's strengths/weaknesses		-		-					
	6.2.4. Maintain flight training records		-		A					
	6.3. Enlisted Specialty Training		-		-					

1.	2.	3.					4. CERTIFICATION OF OJT			
TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	Core	Proficiency codes used to indicate Training / information provided								
	Task	A 3-Skill Level		B 5-Skill Level		C 7-Skill Level	A	B	C	D
<b>7. SUPERVISION TR: AFI 36-2108, -2403; DODD 5500-7</b>										
7.1. Orient new personnel		-			-					
7.2. Assign personnel to work areas		-			-					
7.3. Plan work assignments and priorities		-			-					
7.4. Schedule work assignments		-			-					
7.5. Establish										
7.5.1. Work methods		-			-					
7.5..2. Work controls		-			-					
7.5.3. Performance standards		-			-					
7.5.4. Evaluate work performance of subordinate personnel		-			-					
7.5.5. Resolve technical problems for subordinate personnel		-			-					
7.5.6. Counsel personnel and resolve individual problems		-			-					
7.5.7. Initiate action to correct substandard performance by personnel		-			-					
<b>8. FLIGHT MANAGEMENT TR: AFIs 11-202 series, -401, -402, -412</b>										
8.1. Responsibilities of HQ USAF/MAJCOM		-			A					
8.2. Functions of Host Operation System Management (HOSM)		A			B					
8.2.1 Flight Records Folder (FRF)		A			B					
8.2.2 Flight Authorization		A			B					
8.3. Aircrew Training Program										
8.3.1. Initial qualification		A			B					
8.3.2. Mission qualification		A			B					
8.3.3. Continuation		A			B					
8.3.4. Duties of Instructor Flight Attendant		A			B					
8.4. Aircrew Standardization/Evaluation Program										
8.4.1. Duties of Flight Examiner		A			B					

1.		2.	3.				4. CERTIFICATION OF OJT			
			Proficiency codes used to indicate							
TASKS, KNOWLEDGE AND TECHNICAL REFERENCES		Core Task	Training / information provided				A	B	C	D
			A 3-Skill Level		B 5-Skill Level	C 7-Skill Level				
	8.4.2. Evaluation Form (AF Form 8)		A		A					
	8.4.3. Flight Evaluation Folder (FEF)		A		A					
	8.5. General Flight Rules		A		B					
	8.6. Currency									
	8.6.1. Ground		A		B					
	8.6.2. Flight		A		B					
	8.7. Aviation Categories, Pay and Badges		-		B					
*	<b>9. AIRCREW ACTIVITIES</b>									
	9.1. Emergency Equipment	*								
	9.1.1. Location		A		-					
	9.1.2. Operate		1a		B					
	9.2. Emergency Procedures	*								
	9.2.1. Perform Passenger Briefing		2b		B					
	9.2.2. Eliminate Smoke & Fume/Fire		A		B					
	9.2.3. Conduct Ground Egress		A		B					
	9.2.4. Conduct Ditching		A		B					
	9.2.5. Conduct Emergency Landing		A		B					
	9.2.6. Perform Anti-hijacking Procedures		A		B					
	9.2.7. Conduct Loss of Cabin Pressure Procedures		A		B					
	9.3. Inspections									
	9.3.1. Perform Preflight		2b		B					
	9.3.2. Perform Enroute/Thruflight		2b		B					
	9.3.3. Perform Postflight		2b		B					
	9.4. Aircraft Systems		A		B					
	<b>10. MISSION PLANNING ACTIVITIES</b>									
	10.1. Mission Tasking		A		B					
	10.2. Coordination									
	10.2.1. FA Responsibilities		A		B					
	10.2.2. Mission Funds		A		B					
	10.2.3. Crew Brief		A		B					
	10.2.4. Use Forms		1a		B					

1.	2.	3.					4. CERTIFICATION OF OJT			
TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	Core Task	Proficiency codes used to indicate Training / information provided					A	B	C	D
		A 3-Skill Level		B 5-Skill Level		C 7-Skill Level				
* 10.3. Menu Planning	*	A			B					
10.4. Customer Contact		A			B					
10.5. Requirements										
10.5.1. Meals		A			B					
10.5.2. Supplies		A			B					
10.6. Meal Acquisition										
10.6.1. Shopping		1a			B					
10.6.2. Catering		A			B					
10.6.3. Inflight Kitchen		A			B					
* 10.7. Storing Food	*	1a			B					
10.8. Uploading		A			B					
<b>11. GENERAL FLIGHT ATTENDANT ACTIVITIES</b>										
11.1. Aircraft Cleaning		1a			B					
* 11.2. Border Clearances										
11.2.1. Complete General Declaration		2b			B					
11.2.2. Complete Customs Procedures		2b			B					
11.2.3. Complete Agriculture Procedures		2b			B					
11.2.4. Complete Public Health Procedures		2b			B					
11.2.5. Complete Immigration Procedures		2b			B					
11.3. Complete Passenger Manifesting		2b			B					
11.4. Perform Aircraft Inventory		1a			B					
11.5. Perform Administrative Duties		1a			B					
11.6. Personal Appearance TR: AFI 36-2903		A			B					
* <b>12. MEAL ACTIVITIES</b>	*									
12.1. Perform Food Handling		2b			B					
12.2. Use proper Sanitation		2b			B					
12.3. Food Preparation										
12.3.1. Prepare Breakfast		1a			B					
12.3.2. Prepare Lunch		1a			B					
12.3.3. Prepare Dinner		1a			B					
12.3.4. Prepare Appetizers		1a			B					



1.		2.	3.				4. CERTIFICATION OF OJT			
			Proficiency codes used to indicate							
TASKS, KNOWLEDGE AND TECHNICAL REFERENCES		Core Task	Training / information provided				A	B	C	D
			A 3-Skill Level		B 5-Skill Level	C 7-Skill Level				
	12.3.5. Prepare Desserts		1a		B					
	12.4. Perform Meal Presentation		1a		B					
	12.5. Conduct Beverage Preparation/Selection		1a		B					
	12.6. Food Storage									
	12.6.1. Dry Goods		1a		B					
	12.6.2. Refrigerated		1a		B					
	12.6.3. Frozen		1a		B					
	12.6.4. Climate		A		B					
	12.7. Galley Equipment		1a		B					
*	<b>13. PASSENGER ACTIVITIES</b>									
	13.1. First Aid		A		B					
	13.2. Perform Cardiopulmonary Resuscitation		2b		-					
	13.3. Conduct PA Announcements/Passenger Briefings		2b		B					
	13.4. Prepare Cabin		1a		B					
	13.5. Perform Passenger Courtesies, Comfort and Care (Aisle)		1a		B					
	13.6. Use Safety Measures in Cabin		1a		B					
	13.7. Secure Cabin		1a		B					
	13.8. Handle Baggage		1a		B					
*	<b>14. COCKPIT/CREW RESOURCE MANAGEMENT (CRM) TR: AFI 36-2243</b>		A		B					

## ***Section B - Course Objective List***

**4. Measurement.** Each phase of training is considered complete when students achieve the minimum standard for the phase of training being tested or upon completion on the appropriate phase test. Objectives are indicated as follows: **W** indicates task or subject knowledge which is measured using a written test, **PC** indicates required task performance which is measured with a performance progress check, and **PC/W** indicates separate measurement of both knowledge and performance elements using a written test and a performance progress check.

**5. Standard.** The minimum standard is 80% on each phase test or the End-of course test. Should a student receive less than the minimum acceptable score on any test, the instructor will remediate the student and a second test for that phase will be administered. Instructor assistance is provided as needed during the progress check, and students may be required to repeat all or part of the behavior until satisfactory performance is attained

**6. Proficiency Level.** Most subject knowledge levels are taught to the “B” proficiency level, which means the students can identify relationship of basic facts and state general principles about the subject (Principles). Task knowledge levels are taught to the “2b” proficiency level which means the students can do most parts of the task, but does need assistance on the hardest parts of the task (partially proficient). The student can also determine step-by-step procedures for doing the task (Operating Principles).

**7. Course Objective.** These objectives are listed in the sequence taught by phase of instruction. Underlined STS elements show where the training is closed-out for the level indicated

**NOTE:** This area is reserved.

## ***Section C - Support Material***

**8. NOTE:** There are currently no support material requirements. This area is reserved.

## ***Section D - Training Course Index***

**9. Purpose.** This section of the CFETP identifies training courses available for the specialty and shows how the courses are used by each MAJCOM in their career field training programs.

### **10. Air Force in-residence courses.**

<b>COURSE NUMBER</b>	<b>COURSE TITLE</b>	<b>LOCATION</b>
J3AQR8A010 000	EAUC – Flight Attendant Helper	Sheppard AFB, TX
S-V80-A	Combat Survival Training	Fairchild AFB, WA
S-V90-A	Water Survival (Non-Parachuting)	Fairchild AFB, WA
S-V86-A	Water Survival (Parachuting)	Pensacola, FL
Enlisted Aide Training	Food Service Specialties Course	Services Performance Improvement Center, Randolph AFB, TX

## **11. Contracted Training.**

<b>COURSE</b>	<b>PROVIDER</b>	<b>LOCATION</b>
Emergency Egress Simulator <20 Passengers	Flight Safety	Savannah, GA
Emergency Egress Simulator >20 Passengers	American Airlines	Dallas, TX
Inflight Emergency Medical Training	MedAire, Inc.	Local
FA Culinary Training	United States Personal Chef Assoc.	Andrews AFB, MD

### ***Section E - MAJCOM Unique Requirements***

Flight Attendants are required to complete initial and recurring training events for their assigned aircraft. Refer to Air Force Instructions, MAJCOM, and Multi-Command series instructions for additional information on these requirements. Additionally, to maintain qualification and proficiency, flight attendants will accomplish the flying currency requirements identified in AFI 11-2MDS Specific instructions, volume 1, as supplemented by MAJCOMs.